

Agenda Item Form

Agenda Date: 8/10/04

Districts Affected: All

Dept. Head/Contact Information: David Almonte, Office of Management and Budget, 541-4011

Type of Agenda Item:

- | | | |
|---|---|--|
| <input type="checkbox"/> Resolution | <input type="checkbox"/> Staffing Table Changes | <input type="checkbox"/> Board Appointments |
| <input type="checkbox"/> Tax Installment Agreements | <input type="checkbox"/> Tax Refunds | <input type="checkbox"/> Donations |
| <input type="checkbox"/> RFP/ BID/ Best Value Procurement | <input type="checkbox"/> Budget Transfer | <input type="checkbox"/> Item Placed by Citizen |
| <input type="checkbox"/> Application for Facility Use | <input type="checkbox"/> Bldg. Permits/Inspection | <input type="checkbox"/> Introduction of Ordinance |
| <input type="checkbox"/> Interlocal Agreements | <input type="checkbox"/> Contract/Lease Agreement | <input type="checkbox"/> Grant Application |
| <input checked="" type="checkbox"/> Other <u>Ordinance Introduction 8-10-04; Public Hearing 8-24-04</u> | | |

Funding Source:

- ☒ General Fund
☐ Grant (duration of funds: _____ Months)
☐ Other Source: _____

Legal:

- ☐ Legal Review Required Attorney Assigned (please scroll down): Ruth Reyes ☒ Approved ☐ Denied

Timeline Priority: ☒ High ☐ Medium ☐ Low # of days: _____

Why is this item necessary:

*TO ESTABLISH THE CITY MANAGER'S OFFICE AS APPROVED BY THE
GENERAL ELECTION ON 7 FEB 2004.*

Explain Costs, including ongoing maintenance and operating expenditures, or Cost Savings:

EXPENDITURES WILL COME FROM GENERAL FUND.

Statutory or Citizen Concerns:

NONE, VOTER APPROVAL.

Departmental Concerns:

NONE.

04 JUL 30 PM 2:21

**AN ORDINANCE ESTABLISHING THE FUNCTIONS OF THE DEPARTMENT
KNOWN AS THE CITY MANAGER'S OFFICE**

WHEREAS, through a general election on February 7, 2004 the voters of El Paso, Texas approved a City Charter amendment to adopt a City Manager form of municipal government.

WHEREAS, the City of El Paso desires to create a department staffed by appropriate positions as authorized by City Council.

WHEREAS, this change necessitates the passage of a new ordinance to establish the functions of the City Manager's Office.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE
CITY OF EL PASO, TEXAS:**

Section I. There is hereby established a City Manager's Office as a department of the City of El Paso. The department shall be staffed by a City Manager and such other appropriate positions as are authorized by City Council. The primary function of the department shall be the executive administration of the programs and policies established by the Mayor and City Council. The purpose of the department shall be to provide administrative management, through the departmental organization, of the services and staff operations of El Paso city government.

The principal responsibilities and functions of the City Manager shall be those stated in the City of El Paso Charter

Section II. This ordinance shall take effect on September 1, 2004.

ADOPTED this 24th day of August 2004.

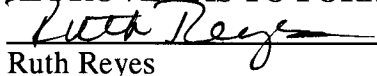
THE CITY OF EL PASO

Joe Wardy, Mayor

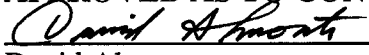
ATTEST:

Richarda Duffy Momsen, City Clerk

APPROVED AS TO FORM:


Ruth Reyes
Assistant City Attorney

APPROVED AS TO CONTENT:


David Almonte
Director of Office of
Management and Budget